



Kitsap 911 Dispatch Console Electrical Work

Scope of Work

Bid Proposals Due August 8, 2024, at 1200.

This is a small public works project that involves construction, alteration, repair, or improvements of real property. The vendor must pay prevailing wages to their employees and file a letter of intent with WA Department of Labor and Industries.

This project is being put forth by competitive bid on the MRSC Small Works Roster per RCW 39.04.151 and Kitsap 911's Governing Document-60.

Overview

Kitsap 911 is seeking quotes for the addition of electrical 20-amp circuits in two adjacent rooms at the main Kitsap 911 building located at 911 Carver Street W, Bremerton, WA 98312. Additional circuits are required because the dispatch consoles, computers and technical equipment will be temporarily moved to the "EOC" and "Classroom" spaces while the existing dispatch room (known as the "Dispatch Floor") has new console desks and flooring installed.

Site

The site is in the interior of a steel frame building on the main floor with a door that offers immediate access to the outdoor secured parking lot. The floor is carpet tile over removable floor tiles allowing access to the existing electrical system set in the subfloor. The two temporary rooms are divided by a folding partition wall. The existing Dispatch Floor is across the hall from the intended temporary rooms. The two temporary rooms have existing electrical outlets and dedicated breakers. **A site visit is strongly recommended prior to bidding.**

Quotes

The quotation shall include:

1. A description of personal, vehicle and site safety practices.
2. Name, telephone number, and e-mail address for existing customers to serve as references.
3. Confirmation that insurance described in Attachment A will be provided.
4. Name, telephone number and e-mail address of the person authorized to agree to the scope of work, terms, and conditions.
5. Breakdown of labor, materials and other costs to complete the work goal outlined below.
6. Anticipated start and end dates

Scope of Work

This project presents a range of possible approaches, and as such, it is strongly recommended to arrange a site visit prior to submitting a quote by contacting the project manager, Tim Simonson at tsimonson@kitsap911.org. Building plans and specifications will only be provided at the site visit.

Goal

The goal of the project is to install two 20-amp circuits for 18 dispatch console workstations to accommodate a temporary relocation of the dispatch floor. This installation could be temporary or permanently installed, or a combination of both.

Materials and Equipment Provided by Vendor

The vendor will include the cost of materials and provide equipment required to complete the project in the bid.

Estimated Budget for the Project

Due to the wide range of options for the scope of this project, the estimated budget for this project ranges from \$5,000 to \$15,000.

Site Visit

To arrange for the site visit, please contact Tim Simonson at tsimonson@kitsap911.org or by calling 360-307-5862.

Contract Requirements

Kitsap 911 will use a professional services contract for this project which includes the insurance requirements in Attachment A.

- Retainage Percentage or Performance Bond: Kitsap 911 will opt for a 10% retainage in lieu of a performance bond.
- Criminal History – all vendor employees working at the Kitsap 911 primary site located at 911 Carver Street must complete a criminal history check which will include running a fingerprint search with WA State Patrol at the cost of \$71.25 per employee. Vendor employees that do not meet the criminal history requirements will not be allowed to work on site.

Interested applicates should submit bids to contracts.manager@kitsap911.org or by mail delivery to 911 Carver Street W, Bremerton, WA 98312 no later than 12 PM on August 8, 2024.

Bids are not required to be sealed and can be emailed only.

Questions should be sent to Tim Simonson at tsimonson@kitsap911.org.

Tim Simonson
Public Safety Master Technician
Kitsap County 911 – CENCOM
911 Carver Street
Bremerton, WA 98312
Phone: (360) 307-5862, Fax: (360) 792-5982
E-Mail: tsimonson@kitsap911.org

Attachment A - INSURANCE

Insurance Term- The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

No Limitation- Contractor maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit Kitsap 911 recourse to any remedy available at law or in equity.

Minimum Scope of Insurance

Contractor shall obtain insurance of the types and coverage described below:

- Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
- Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. Kitsap 911 shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for Kitsap 911 using an additional insured endorsement at least as broad as ISO CG 20 26.
- Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

- Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- Commercial General Liability insurance shall be written with limits of no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- Professional Liability insurance shall be written with limits of no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

Other Insurance Provision- The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect Kitsap 911. Any Insurance, self-insurance, or self-insured pool coverage maintained by Kitsap 911 shall be excess of the Consultant's insurance and shall not contribute with it.

Acceptability of Insurers- Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

Verification of Coverage

Consultant shall furnish Kitsap 911 with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.